



STATE OF ALABAMA
Department of Finance
Division of Purchasing

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MEMORANDUM

To: All Agency Accounting and Procurement Contacts

From: Michael A. Jones, State Purchasing Director

Date: May 5, 2022

Subject: Alabama Buys New Enhancement

An enhancement has been implemented in Alabama Buys to add a new Purchasing Option on the RQ for "Non-Biddable". When the non-biddable slider/toggle is selected, the requisition will require a quote attached as a "quote" document type and a justification attached as a "required" document type (AG opinion, letter from Purchasing Director, etc.). The non-biddable requisition will bypass the quick quote process.

Please note: You will not be able to select sole source and non-biddable on the same requisition. Sole source requisitions marked as non-biddable will be rejected.

▼ Purchasing Options

Please click "Save" before adding line items

☒ One
Time
Purchase
i



Sole
Source
Request



Exempt
/ Non-
Biddable



Priority
Authorization
i



Agency
Authority